TITLE OF THE ARTICLE

**Author’s first and last name second name**

Name of the author’s institution, city and country

Email: Author’s email address

**Second author’s first and last name second name**

Name of the author’s institution, city and country

Email: Author’s email address

Received: 1 October 2020. Revision received: 1 November 2020. Accepted: 1 December 2020

**ABSTRACT**

The abstract must be written in English, maximum 300 words. The abstract introduces the objective, results and intended contribution of the research. The abstract does not substitute the introduction. It must synthetize the research objective, methodology and main contributions.

**KEYWORDS:** Keyword, keyword, keyword, keyword, keyword. 4 to 6 key words reflecting the article must be provided.

**JEL classification:** CODE, CODE, CODE.*(You must enter at least 3 JEL codes)*

**Reference:** Author, A., Author, B. & Author, C. (2018). Title of the paper. *International Journal of Entrepreneurial Knowledge*, 6(2), 163-176. doi:10.12345

**INTRODUCTION**

The paper must be written in English. Consequently, we kindly ask authors whose first language is not English to ensure that their papers in English are correctly written.

The recommended length of the papers is 10 to 12 pages; **maximum 15 pages** written under the requirements exposed here.

**1 TITLE**

An article must explain the research methodology, must contain relevant literature review and explain personal contributions of the author/s.

**1.1 Subtitle**

For the writing of this paper one must use **this format**, characterized by:

* Paper size: A4 (297x210)
* Margins: top 2 cm, bottom 2 cm, left 2 cm, right 2 cm, gutter 0 pt, header 1.27 cm, footer 1.27 cm.
* The text must be edited in Microsoft Word 2007 or later.
* Font: Garamong, size 12, line space: single, justified. Do not use text effects.
* The editing is proceeded in a single row, no spaces in between, exception being made for rows between the titles of chapters and the actual text, rows between paragraphs or rows between the actual text and figures, tables.

**The title of the chapters** must be continuously numbered, and the number of **subtitles** must not exceed 2 (for example, **1.2.1**)**.** The author is allowed to choose whether and to what extent these subdivisions are necessary.

**Do not insert the number of pages.**

**Do not use footnotes; use endnotes, if necessary*.***

One does not use footnotes to quote an author, but the “name of author” and “year of publication” format in the actual text, as follows: one author (A, 2001), two authors (A & B, 2002), or more than two authors (A *et al.*, 2003). When one uses quotations, tables, figures, one must always mention the page number of the quoted resource (A, 2001: 75).

**Figures, graphics and tables** will be **centered, numbered as they appear and designed** in black and white. The figures designed using Microsoft Word must have all components grouped in one structure (all components are selected, then grouped by *right-clicking*, option *Grouping*, then *Group*). The number of the table, graphic or figure will be presented in italics, before the name of the item, both aligned to the center. The name of the item will be presented in bold, using the same font as the rest of the text, and placed on the top of the table, graphic or figure. The bibliographic source (when existing) will be centered and placed below the figure, table or graphic, centered, 12pt. The font of the tables will be the same of the entire text. Tables will be formatted in the *Elegant* style. For very large tables, one should use an entire page (with title, bibliographic source if appropriate and legend) and an appropriate page orientation for the table.

*Figure 1* **Name of the figure** (in English version)

*(Source:* Author, 2004: 31*)* (in English version)

*Table 1* **Name of the table**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

*(Source:* Author, 2010: 78) (in English version)

**Mathematical formulas**. The formulas written should be created with the help of editors of formulas only. Do not combine the text with a part of a formula (e.g. y = formula), it is necessary to write the whole formula in an editor of formulas. The formula will be converted into PDF file as an object, a part of it (written as the text) will not be a part of the object, so there will be wrong formatting of the formula then. If you want to number the formulas, do it by hand or by means of an automatic numbering or codes of fields.

(1)

where a – means the first variable,

x – means the second variable. (in English version)

**CONCLUSIONS**

This template is for the unification of paper writing for IJEK. Since the papers will be transformed into PDF format because of the proceedings, it is necessary to observe all recommendations; otherwise the authors risk losing or risk incorrect transformation of some parts of their papers. It is possible to use following formats for paper submission: Microsoft Word 2007 or newer. It is especially necessary to use only standard style setting, to add no more styles or similar. Use only Garamond characters. You are recommended to send the paper both in Microsoft Word 2007 or newer format and PDF format (for verification only).

Papers must be sent in electronic format (\*.doc or \*.docx) to the editorial board, using the following form for name of file: name and first name of the first author (for example Covey\_bob.docx). All the papers will be sent to the following address: [ijek@vspp.cz](mailto:ijek@vspp.cz) .

**REFERENCES** (References must be formatted in APA Style.)

Dumais, S. A., Rizzuto, T. E., Cleary, J., & Dowden, L. (2013). Stressors and supports for adult online learners: Comparing first- and continuing-generation college students. *American Journal of Distance Education*, 27(2), 100-110. https://doi.org/10.1080/08923647.2013.783265

Giancola, P. R. (2004). Executive functioning and alcohol-related aggression. *American Psychologist*, 59(2), 5-7. Retrieved from http://www.apa.org/journals/amp/

Hughes, J. C., Brestan, E. V., & Valle, L. A. (2004). Problem-solving interactions between mothers and children. *Child and Family Behavior Therapy*, 26(1), 1-16.

Reitzes, D. C., & Mutran, E. J. (2004). The transition to retirement: Stages and factors that influence retirement adjustment. *International Journal of Aging and Human Development*, 59(1), 63-84. Retrieved from http://www.baywood.com/journals/PreviewJournals.asp?Id=0091-4150

**BRIEF DESCRIPTION OF AUTHOR/AUTHORS:**

**Authors name and titles**

Department, Faculty, Affiliation, Address, Country, Affiliation web page, email address of Author. Please, introduce the Author´s position, the main field of research, and interest shortly. Please, do not exceed 500 characters.

**Authors name and titles**

Department, Faculty, Affiliation, Address, Country, Affiliation web page, email address of Author. Please, introduce the Author´s position, the main field of research, and interest shortly. Please, do not exceed 500 characters.

**Authors name and titles**

Department, Faculty, Affiliation, Address, Country, Affiliation web page, email address of Author. Please, introduce the Author´s position, the main field of research, and interest shortly. Please, do not exceed 500 characters.

**Recommended article structure:**

* Introduction
* Theoretical bases
* Aim and methodological bases
* Results
* Discussion
* Conclusion
* References

**Information for authors:**

IJEK does not have neither processing nor submission charges.

The authors must send the author declaration along with the manuscript. Author Declaration template is available here: <http://ijek.org/files/IJEK-authors-declaration.pdf>